

Action Plan for Newbury Town Council Strategy, as approved 30 October 2017 @ 1 January 2018

Short term projects (within 12 Months)

Policy Area 1: Delivering Services for the People of Newbury

Project No.	Strategy Ref. No	Action required	deadline	who	funding	Completion Date	Status (R/A/G)
1.	O1.STP1 Construct new café facilities in Victoria Park and provide a suitable venue for the rejuvenated Park	Evaluate tenders and determine costs	12.01	CSM	650,000 All arranged, pending GCT	May 2018	
		Finish Anstey Report	19.01	CSM		May 2019	
		Get financial details from interested lessees	31.01	CSM			
		Prepare presentation to GCT	09.02	CSM/ CEO			
		Deliver presentation to Committee	16.02	CSM/ CEO			
		- Meet GCT	10/03	CSM/ CEO			
2.	O1.STP2 Produce a policy outlining our priorities for spending Community Infrastructure Levies and a detailed schedule of S106/CIL funds held and proposed spending plans for the next 2 years	Publish proposals for P & R	9/1/18	CEO/ FCSM	N/A	15/1/18	Completed
3.	O1.STP3 Construct new changing rooms in Victoria Park to meet the needs of the improved facilities at the football pitch and the tennis courts	Secure grant funding	28/2/18	CSM	170,000	July 2018	
4.	O1.STP4 Prepare a lighting plan and consider financial arrangements for lighting and an information panel for the Binary Conversation Sculpture	Prepare lighting plan, with costs	31/1/18	CSM	TBC	August 2018	
		Seek sponsorship	30/6/18	CSM/CEO			
		Install and switch on	31/8/18	CSM			
5.	O1.STP5 Consider options for taking charge of Goldwell Park	Progress with WBDC		CSM/ CEO	TBC	Oct 2018	
6.	O1.STP6 Consult residents in the area and prepare a plan for the development of leisure and amenity facilities at City Recreation Ground	Consult residents	31/5/18	CSM	TBC	September 2018	
		Take proposals to Community Services	Sept 18				
7.	O1.STP7 Assess the viability of an ice-rink at the pond in Victoria Park	Invite qualified suppliers to submit proposals/ ideas	30/6/18	CSM/ FCSM	N/A	December 2018	
		Assess proposals and take to Community Services for consideration	30/11/18	CSM			
8.	O1.STP8 Prepare an action plan to further raise the profile and improve the appearance of the Council's markets, taking into account the changing shopping patterns and requirements of the people of Newbury.	Refer to Market Working party to make recommendations to CS Committee	03/18	CSM	N/A	September 2018	
9.	O1.STP9 Establish/ support a visitor information service for Newbury	Complete repair works to Town Hall	31/12	CSM	Depending on Council policy		
		Erect VI sign at Mansion House Street door	15/01	FCSM			
		Erect display boards, etc.	31/1				
		What other actions are required in order to meet the commitments made to Council, from 1/9/17?					
10.	O1.STP10 Develop a sensory garden in Victoria Park	VP Working Group to recommend proposals to Community Services	30/11	CSM	TBC		
		Community Services to approve	15/12	CSM	S106?	04/18	
11.	O1.STP11 Provide lighting at Victoria Park Tennis Courts	Work in progress	30/11	CSM	Arranged	December 2017	Completed
12.	O1.STP12 Prepare an action plan to raise the profile and attract new tenants to our allotments	Community Services team to consult stakeholders	31/1/18	CSM	N/A		
		Take draft plan to Community Services	6 March 2018			12 March 2018	

Policy Area 2: Representing the People of Newbury as the elected body for the Town –Short term projects (12 months)							
Project No.	Ref. No Project	Action required	deadline	who	funding	Completion Date	Status (R/A/G)
13.	O2.STP1 Review the future direction of the Newbury Art Trail and the Newbury Art Trail Steering Group	CPA & L to review Terms of reference	20/11/17	CM	N/A	20/11/17	Completed
14.	O2.STP2 Prepare a Newbury Town Plan to inform and influence West Berkshire District Council's review of The Local Plan 2019 to 2036 (This Plan will also set out policy for the Planning and Highways Committee when considering applications for planning permission in Newbury)	Meet WBDC and Thatcham TC to make informal presentation	30/11	CEO	N/A	June 2018	Completed
		Finalise draft for public consultation	01/18				
		Prepare consultation plan	01/18				
		Assess consultation responses	30/4/18				
		Agree Town Plan	31/5/18				
		Submit to WBDC	15/6/18				
15.	O2.STP3 Add a chapter to the Town Design Statement addressing The Canal Corridor	Inform and Influence WBDC Local Plan 2019-2036	ongoing	CEO	N/A	06/18	
		Seek views of Members and all relevant stakeholders	31/1				
		Convene Working Group to consider	02/18				
		Consult the public and all relevant stakeholders	03/18				
		Send chapter to P & H for approval	05/18				
16.	O2.STP4 Support, assist and promote the proposed Jack of Newbury statue	Send to WBDC for approval as material consideration	06/18	CM	agreed		
		Awaiting listing of project on The Good Exchange					
		Sculptor to arrange the balance of funding					

Policy Area 3: Exercising Good Governance and best practice to ensure that we are open, transparent and accountable- Short term projects							
Project No.	Strategy Ref. No	Action required	deadline	who	funding	Completion Date	Status (R/A/G)
17.	O3.STP1 We will review our Committee structures and Working Groups and implement any improvements identified in the review	Consult members	31/1	CEO	N/A	June 2018	
		Prepare list of suggestions	02/18				
		Consult members	03/18				
		Take to Council for approval	05/18				

Action Plan for Newbury Town Council Strategy, as approved 30 October 2017

Medium term projects (2 years)

Policy Area 1: Delivering Services for the People of Newbury

Project No.	Strategy Ref. No	Action required	deadline	who	funding	Completion Date	Status (R/A/G)
1.	O1.MTP1 Explore with West Berkshire District Council options to fully pedestrianise Market Place	Take to Planning and Highways for resolution	Feb 2018	CEO	N/A	10/18	
		Refer to WBDC for comment	Feb 2018				
2.	O1.MTP2 Work with West Berkshire District Council to promote and provide signage and footpaths for walking and cycling routes to and from the Town Centre and local schools	Take to P & R for resolution re CIL funding	15/1/18	CEO	CIL	4/19	
		Refer to WBDC for comment/ discussion	March 18				
3.	O1.MTP3 Deliver a Tree planting programme to support the aims of the Newbury Town Design Statement	Take to P & R for resolution re CIL funding	Jan 2018	CEO/ CSM	CIL	4/19	
		Take to P & H to decide locations, per TDS	April 2018				
4.	O1.MTP4 Working with partners and volunteers, to evaluate a gardening scheme which manages gardens for elderly people who are unable to do it for themselves.	Refer to WBVC for views	Feb 2018	CEO			
5.	O1.MTP5 Provide a drinking fountain in Victoria Park and other locations as considered appropriate and cost effective.	Part of new cafe		CSM	Part of cafe		
6.	O1.MTP6 Maintain Victoria Park as a first class amenity and recreational area for the benefit of all the citizens of Newbury and achieve the Green Flag Award for Victoria Park	Progress application re Green Flag after construction of Café and changing rooms	Sept 18	CSM	VP Budget	July 19	

Policy Area 2: Representing the People of Newbury as the elected body for the Town – Medium term projects (2 years)

7.	O2.MTP1 To work with partners and stakeholders to establish a Newbury Arts Council, to support and encourage co-ordination and co-operation between the many different bodies promoting the arts in Newbury/ West Berkshire.	Take to CPA & L for consideration/ approval	26/2/18	CM	N/A	30/6/18	
		Identify partners and stakeholders	30/4/18				
		Convene meeting to establish Council	30/6/18				
8.	O2.MTP2 Agree a co-operation plan with coach operators who bring visitors to the Town (Newbury is a frequent stopping place for coach drivers because of its central position on the national coach network, and we should encourage close relationships with operators)	Identify operators	31/1	CEO		April 2018	
		Consult operators re requirements	2/18	CEO/ CSM			
		Draft a plan	4/18				
		Take to CS Committee for approval	5/18	CSM			
9.	O2.MTP3 To work with partners and stakeholders to establish a Newbury Development Trust to bring together the important stakeholders who can deliver the objectives of the Newbury Town Plan	Take proposal to P & H	9/18	CEO		May 2019	
		Identify partners and stakeholders	2/19				
		Convene meeting to establish NDT	May 2019				
10.	O2.MTP4 Explore with relevant partners ways to divert passing traffic or motorway-bound traffic, from the A339 to the A34	Take to P & H for resolution	1/18	CEO		May 2018	
		Identify partners	2/18				
		Consult partners	2/18				
		Agree ways to divert traffic	5/18				
		Refer to partners to implement	ongoing				
11.	O2.MTP5 Work with West Berkshire District Council to encourage/ support the wider use of low emission and sustainable vehicles, and to advance this, to explore the viability of a programme of installing sustainable vehicle charging points	Take to P & H for resolution	March 2018	FCSM	CIL	March 2019	
		Consult WBDC on how this might be achieved	April 2018				
12.	O2.MTP6 Encourage West Berkshire District Council to reward the owners of low emission/ sustainable vehicles through a scheme of lower parking charges	Bring to P & H meeting for resolution	March 2018	FCSM	N/A CIL?	March 2019	
		Take to WBDC for discussion	April 2018				

Project No.	Strategy Ref. No	Action required	deadline	who	funding	Completion Date	Status (R/A/G)
13.	O2.MTP7 Explore with West Berkshire District Council, proposals to develop a single contact point for all council services in Newbury (A One stop Shop)	Explore options with WBDC	March 2018	FCSM	TBC	March 2019	
14.	O2.MTP8 Participate in Britain in Bloom to promote cleaner, greener and safer surroundings, a growing sense of community pride, and increased commercial enterprise and tourism	Take to NiB Working Group for consideration		CSM	NTC budget	March 2019	
15.	O2.MTP9 Support initiatives to make Newbury a more inclusive town, including Dementia- friendly objectives, such as:	Send course details to members	31/1	CEO	N/A	June 2018	
	- We will promote Dementia Awareness,						
	- We will encourage Newbury BID to promote dementia awareness with the town's retailers	Send to BID for comment/ action	31/1	CEO	N/A	5/17	
	- We will Support Dementia Friendly Community activities in the town, including provision of facilities where feasible and consideration for Council grant aid	Consider any relevant grant applications	03/18	FCSM	Grants budget	Ongoing	

Other Objectives in the Strategy

Other objectives	Strategy Ref. No	Action required	deadline	who	funding	Completion Date	Status (R/A/G)
1.	O2.20 Urge BT to improve the appearance of the BT tower in the Town Centre and work with any other interested parties who can make this happen	Take to Leader's Briefing	8/1/18	CEO	N/A		
		CEO to refer to BT for comment	22/1/18				
2.	O2.21 Work with partners to make Newbury "arrival points" (Junction 13, Tesco roundabout, rail station, bus terminal, car parks, etc.) which will impress our visitors	Bring to P & H meeting for resolution	3/18	CEO	N/A		
		Take to partners for discussion					
3.	O2.22 Work with partners to promote Newbury as the birthplace of mobile technology (Vodafone, etc.)	Progress ongoing talks with Vodafone and WBDC		CEO	N/A	March 2019	
4.	O2.23 Encourage owners of obsolete and derelict sites to regenerate and renovate their properties	Submit expression of interest on WBDC devolution portal to deliver some of these functions	3/18	CEO	N/A	Ongoing	
5.	O2.24 Acknowledge the contributions made by those who improve Newbury life	Take process to CPA & L for approval	14/11/17	CM	N/A	Ongoing	Approved at CPA & L
6.	O2.26 Support Newbury BID and any other relevant organisations who wish to pursue the Fairtrade Town initiative	Refer to BID	31/1/18	CEO	N/A	Ongoing	